

**Minutes**

December 18, 2018

1:00-3:00 pm

SC 213c

**Attendance** – DaSheek Akwenye, Jeff Anderson, Valarie Browning, Karen Deysher, Stacy Fowler, Nathan Gerber, Jennifer Gallagher, Kellie Hancock, Justin Hansen, Tami Jensen, Linda Makin, Anthony Morris, Trevor Morris, Kristen Nuesmeyer, Julie Stowe, Craig Thulin, Irene Whittier, Kim Wright, and Dan Zacharias.

**Visitors** – Daniel Fairbanks, Ashley Larsen, and Laura Loree.

**Absent** – Jennifer Agla, Steve Anderson, John Bair, Jon Barclay, Daniel Delgadillo, Terri Fredrickson, Candida Johnson, Marissa King, Gage Marberger, Tena Medina, Bonnie Mortensen, Shalece Nuttall, Jenice Schulzke, David Tobler, and Shari Warnick.

---

**Welcome, Approval of Minutes, Administrative Updates**

- ***PACE Administrative (Linda Makin)***
  - Thanked members for attending meeting and handed out.
  - Recognized Candida and the events committee for a great turn out for the holiday social.
  - Nathan thanked Linda for the additional funding which made the holiday social a success.
- ***Faculty Senate President (Craig Thulin)***
  - Appreciated being invited to the holiday social, an event which he was impressed with.
  - Vice President of Faculty Senate, Jon Anderson stepped down due to time conflict. The elected interim is Anne Arendt and Jessi Hill is now the policy liaison.
  - Noted faculty awards season and the changes in process and selection. Award for lecturers.
  - Important policies being worked on.
- ***Minutes – October 16, 2018 minutes stand as approved***

**Committee Reports**

**Policy Review (Kristen Nuesmeyer):** Encouraged PACE board to read the policies and submit comments on google drive before January 10. Kristen will send the link out again today.

- **First Reading**
  - ***Policy 452, Electronic Information and Technology Accessibility, Laura Loree***
    - Gives direction to make accessible websites, pdf's and etc. Nathan is on the committee and believes it will make a difference on approaching disability needs.
  - ***Policy 541, Student Conduct, Ashley Larsen***
    - Temporary emergency to be in compliance with laws from board of regents. This policy needs to be updated every 3-5 years. Name change to be recognizable and consistent with other universities.
    - Review through your lens and situations you have had to make sure the process and policy makes sense. Ashley will send memo with comments to be distributed.
  - ***Policy 636 Research Ethics and Compliance, Daniel Fairbanks***
    - New policy, also currently temp emergency. Increasing amount of externally sponsored research that have strict requirements and academic journals. University policy on how to deal with allegations of research misconduct to ensure rights of who reported and respondents are protected and to have a systematic way to

evaluate the validity. The policy is not a way around the standard way of dealing with discipline, it is focused on initial inquiry and investigation allegations specific to research. If shows significant reason for sanction then it moves into appropriate discipline policy. Put together by faculty who have strong research backgrounds and along with other policies at other universities.

- **Second Reading**

- PACE approved to move forward the comments for Policy 335 (Staff Grievance), Policy 354 (In-Classification Salary Increases for Non-Faculty Employee Deletion), Policy 333 (Background Checks), Policy 652 (Care and Use of Vertebrate Animals in Research and Instruction) as official PACE comments.

**Benefits:** The RFP is in the final stages. A proposal will go to Presidents' Council on Thursday. This is for the Medical and Dental vendors.

**Bylaws/procedures (Jennifer Gallagher):** Not a lot going on. Received Kellies draft and have been updated. Will be hearing from Jen individually.

**Elections:** Will start talking about in January.

**Employee Recognition (Irene Whittier):** 44 wolverine sightings for November. PACE distinguished employee award should come out at the first of next year and will be on the same timeline as presidential awards. They are changing the award amounts, Judy will be updating.

**Events:** Send any feedback and appreciation to Candida. Candida was an excellent MC and the reindeer costume was excellent.

**Legislative Affairs:** Will be kicking off in January.

**Professional Development:** Kristen will be presenting on Happiness on January 11.

**Service & Scholarship:** Scholarship deadline is coming up. Students will need letter from FT and PT staff. Exciting things coming up will provide more detail later.

**Wolverine Pride:** Had sodalicious contest to name the wolverine drink (Dr. Pepper with vanilla, toasted marshmallow, and extra dirty). Let's have PACE try drink and take photo to announce and give wolverine pride (PACE) credit. Working on initiative to get more people to games. New arts building will introduce new faucet to wolverine pride. Inauguration will be same week as arts building opening and celebration of President Tuminez and the university. PACE will be participating and need about 60 volunteers. Encourage supervisors to let staff participate in.

### **Senator Reports**

**Academic Affairs:** Pass word of search for provost of academic affairs. Please let the search committee know if you would like them to approach a candidate to generate the best pool of applicants. Other Vice President's will report to President Tuminez with a dotted line to Provost. Nathan showed search site.

**Alumni and Development:** Took high level donors to the university of Arizona basketball game and President Tuminez attended meeting while there.

**Finance and Administration:** The email migration to cloud based exchange will occur over the break. Be careful with the weather and encourage your areas to use high traffic areas that are cleaned first.

**Planning, Budget & HR:** Will be announcing the new AVP of HR. Thank you to HR and everyone that has chipped in and for everyone for being patient with HR as they have had a lot of turn over.

**Student Affairs:** Joined President Tuminez green hair trend and has passed it down to University Relations.

*Minutes taken by: Stacy Fowler*

*Meeting dismissed at: 2:00 p.m.*

*Meeting highlight: White paper jokes*